

05/09/01

1. The first step in the process is to identify the problem. This involves gathering information about the situation and the people involved.

2. The second step is to analyze the problem. This involves breaking the problem down into smaller parts and identifying the causes.

3. The third step is to develop a plan. This involves deciding on the best way to solve the problem and setting goals.

4. The fourth step is to implement the plan. This involves putting the plan into action and making any necessary adjustments.

5. The fifth step is to evaluate the results. This involves checking to see if the problem has been solved and if the goals have been met.

6. The sixth step is to reflect on the process. This involves thinking about what worked well and what could be improved for next time.

7. The seventh step is to share the results. This involves telling others about what you have learned and how you solved the problem.

8. The eighth step is to celebrate the success. This involves acknowledging the effort and achievement of everyone involved.

9. The ninth step is to learn from the experience. This involves using what you have learned to improve your skills and knowledge.

10. The tenth step is to continue to grow. This involves keeping an open mind and being willing to learn from others.

PATENT TRADEMARK OFFICE

jc979 U.S. PRO
09/851347

05/09/01

Re: New U.S. Patent Appln.
Our Ref: 313KA/49958

Transmitted herewith for filing is the patent application of:

entitled: MOTOR

1. Specification, including 2 claims (12 pages).
2. 2 Sheets of Formal drawings showing Figs. 1-3.
3. Declaration and Power of Attorney (**un/executed**).
4. Assignment of the invention to _____.
5. Priority is being claimed under 35 U.S.C. §119 and 37 C.F.R. §1.55 based on Priority Document 2000-137912, filed in Japan on May 11, 2000.
6. The filing fee has been calculated as shown below:

Basic Fee				\$355/710 =	\$710.00
Total Claims	<u>2</u>	- 20 =	<u> </u>	x \$ 9/18 =	\$
Independent Claims	<u>2</u>	- 3 =	<u> </u>	x \$40/80 =	\$
Multiple Dependent Claim Presented				\$135/270 =	\$
Total Filing Fee					\$710.00

~~Respectfully submitted,~~

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HIC:tcv